



State of Connecticut EXAM ANNOUNCEMENT

AGENCY PROMOTIONAL EXAMINATION DEPARTMENT OF TRANSPORTATION TRANSPORTATION GENERAL SUPERVISOR (MAINTENANCE)

Employees who would like to apply a previous score to this promotional exam will need to complete the Promotional Examination Score/Application Request Form CT-HR-26 and submit it to the Department of Administrative Services prior to the closing date on the examination announcement. See General Letter 38 for more information.

ANNUAL \$65,288	SALARY	APPLICATION CLOSING	EXAM
SALARY: \$85,247	GROUP: TC 24	DATE: JANUARY 13, 2016	NO: 151130APRB

PURPOSE OF CLASS: In the Department of Transportation this class is accountable for supervising Transportation Maintenance Crew Leaders and Transportation Supervisors and their crews in the maintenance and betterment of transportation facilities.

MINIMUM QUALIFICATIONS REQUIRED

THIS AGENCY PROMOTIONAL EXAMINATION IS OPEN TO ANY CURRENT EMPLOYEE OF THE **DEPARTMENT OF TRANSPORTATION** WHO BY **JANUARY 13, 2016** HAS PERMANENT STATE STATUS*, SIX MONTHS SERVICE IN THE **DEPARTMENT OF TRANSPORTATION**, AND THE FOLLOWING EXPERIENCE AND TRAINING:

GENERAL EXPERIENCE: Six years of experience in highway maintenance.

SPECIAL EXPERIENCE: Three years of the General Experience must have been in a supervisory capacity. **NOTE:** For State Employees this is interpreted at the level of Transportation Maintenance Crew Leader (Highway Maintenance) or Transportation Maintenance Crew Leader (Tree Maintenance).

SPECIAL REQUIREMENTS: Incumbents in this class may be required by the appointing authority to possess and retain appropriate current licenses, permits and/or certifications.

PHYSICAL REQUIREMENT: 1) Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties. 2) A physical examination may be required.

WORKING CONDITIONS: Incumbents in this class may be exposed to extremes of weather conditions, to lifting of heavy weights, to highly dangerous road and traffic conditions, to exposure to heights when working on bridges, to poison ivy, insect bites and allergy irritants during summer months, and to loud and potentially dangerous machinery.

KNOWLEDGE, SKILLS AND ABILITIES (KSA's): Considerable knowledge of relevant agency policies and procedures; considerable knowledge of relevant State and Federal laws, statutes and regulations; basic knowledge of first aid; considerable interpersonal skills; considerable oral and written communications skills; ability to utilize computer software; supervisory ability. **MAINTENANCE:** Considerable knowledge of approved methods of maintaining and improving roads including winter road maintenance and related drainage structures including snow and ice control and removal; ; considerable knowledge of materials and equipment used in road maintenance and construction; ability to lay out, supervise and inspect highway maintenance work.

THE EXAMINATION WILL BE COMPOSED OF:
(Exam Questions will cover KSA's listed above.)

PART
WRITTEN

WEIGHT
100%

THE EXAMINATION WILL BE HELD ON: FEBRUARY 24, 2016
(Reserve the day as the exam may be scheduled in the morning or afternoon.)

APPLICATION PROCEDURE: In order to be considered for admittance into this examination, you must complete all parts of the examination application (CT-HR-12) detailing how you meet the minimum experience and training requirements stated above. Make certain your application form clearly details your employment history, including job titles, dates of employment and actual job duties as well as college degrees earned and current licenses and certifications. Mail applications to DAS/Human Resources, Room 404, State Office Building, 165 Capitol Avenue, Hartford, CT 06106-1658 (Secure Fax #860-622-2910). **If faxing materials, keep a copy of your completed application form and the fax transmittal receipt for your records. Make certain that your application form is complete and transmitted correctly and without error. Incomplete faxes or faxes received blank because pages were faxed upside down will not be accepted.** Due to the large number of applications received, we cannot confirm receipt of applications. **Applications must be date stamped by DAS/Human Resources or postmarked by JANUARY 13, 2016. A separate application form must be submitted for each exam you are applying for.**

FORMS: Application forms (CT-HR-12) and exam announcements are available from the Department of Administrative Services (<http://das.ct.gov/employment>) and at the Department of Transportation.

**For employees in the classified service, permanent status is obtained after successful completion of a working test period. For employees in the unclassified service, permanent status is obtained after serving in a position for at least six months (full time or full time equivalent).*

(7267)

(December 21, 2015)

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, persons with disabilities, and military veterans.